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| Board Members:  Lisa O’Brien *President*  Jennifer Murphy  Alejandra Hironymous  Julie McFarland  Sarah Keller *Secretary*  Tina Perea *Treasurer* | Voting Members:  Lisa O’Brien *President*  Jennifer Murphy  Julie McFarland  Sarah Keller *Secretary* | Voting Members Absent:  Alejandra Hironymous | Date: January 11, 2018  Time: 7:00PM  Location: 414 Towne Ct. Alvin, TX 77511 |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION** |
| Call to order: | 7:00 | None |
| Prayer | By Jenny | None |
| Review of minutes | Reviewed by | Lisa motioned to pass minutes. Jenny seconded minutes. |
| OLD BUSINESS: |  |  |
| Church Outreach by Sarah | Sarah has contacted Watermark church here in Dallas and Moody Methodist in Galveston and was told that because of the busy holiday season and to contact them after the new year. | Sarah will get list of needed drugs from Lisa and contact these churches again for assistance. |
| NEW BUSINESS: |  |  |
| Financials of WTH | Profit & Loss of 2017: presented to board by Lisa. Includes the medical clinic which present big changes to the profit & loss.  Balance Sheet: presented to board by Lisa. Current bank balance is $8687.  Sales by Customer Detail: presented to board by Lisa.  2017 financials to website: need a vote to post public.  Lisa & Tina meet: presented meeting to board by Lisa. March 24, 2018 at 9am is the WTH audit; Sarah and Julie will be attending.  James & Chedesapa financials: presented to board by Lisa. These financials contain the receipts for the clinic. James has improved reporting to Lisa with receipts | Jenny motioned to post to website. Julie seconded. |
| Corporate Policy Review | Missionary Code of Conduct: example from Living Water International. | Lisa motioned for Julie to review and report back to us by the end of January. Jenny seconds it. |
| Intern Education | Lovely & Paydes Jean: being sponsored by outside donors to attend English school. Dr. Poindexter suggested teaching these interns how to communicate medical needs when the teams are not there. |  |
| Chesdesapa/WTH & James Alexandre, | MSPP: waiting for state ID and Medical Director so James can file with MSPP. Also working on getting the Tax Exempt Permit.  Wall Construction: James is in charge of construction in Haiti. Making the foundation of what is already there strong and building up the walls. Lisa presented pictures ad videos. Lisa also informed board that part of the construction budget was to supply clean drinking water to the construction workers in Haiti.  Christian Alliance & Clinic: this organization is envisioning 3 clinics in Haiti. They are ready to ship the container for medical clinic. Waiting on WTH to get the Tex Exempt Permit. Volunteers did a great job sorting through the medical supplies. Lisa presented pictures to board. 75+ full boxes are now in the container, which will be sorted and labeled before shipped. Container is 1/3 full, but the goal is to completely fill it. It is located at 8243 Lockheed Houston, TX 77061. Rick Miller has volunteered to pressure wash and paint the container. Rick and Jenny will be donating supplies and their time to paint. Lisa ha also contained ELFS to possibly ship container. | Reviewed  Reviewed  Rick Miller, volunteer, will be painting clinic with donated paint from Jenny. |
| Operations Committee; Nikhil Salunke | Tax Exempt Permit: Nikhl is working on getting the tax exempt permit with Embassies. Jocelin Blemur, Director of Consulate Affairs, stated “If you are sending medical aid to my country- no problem.” James Alexandre is tasked with contacting the Director of Interior at 509-2236-0001 and bring thr Bill of Lading and introduce WTH. Blemur also stated “God bless you for helping my country!”  Access Database: created and is ready for live implementation. With this database, the staff can see the patient’s history by creating an individual record for each patient. Also has the ability to attach an IDC-10 code. Melinda Stowell, WTH volunteer, has spent 12+ hours entering data into Access and working out bugs. Request vote for Melinda to visit Nikhil in Dallas. Dr. Poindexter suggested training the Haitian doctors to be more specific for ICD10 and reporting needs. This will also improve diagnosis in the future. Access database can be used to train Haitian doctors and to focus on key specifications.  Clinical Data graphs: Reviewed by Lisa.  Medical Equipment donations: Melinda and Lisa are monitoring past requests to receive extra medical equipment from sites such as Bridges, Medshare, MED-EQ.org, Medwish.org and MAP.org which can cost between $800-$1000 for medical supplies no longer in use. To receive medications, we will need MD signature, DEA, and license number. Lisa gave Dr. Poindexter form to review to potentially receive these medical supplies.  Dr. Poindexter: reviewed medication list. Agrees with using the medications from Haiti because they are familiar with them. Questions what medications the doctors are missing in Haiti to bring over. States that diabetes might be a bigger problem than WTH has noticed because of the historical background and suggested we test more of this. Lisa explained struggles of teaching and follow up for patients. Dr. Poindexter explains her knowledge with telemedicine and WTH could use these innovative ways in the future to assist with patients in Haiti. Lisa and Dr. Poindexter discussed other treatment options for patients based on disease. Dr. Poindexter suggested pH paper for patients with a vaginal infection that you can determine based on its color. | Lisa tasked with contacting Jocelin Blemur to get in writing that WTH does not need a Tax Exempt Permit for our shipping container.  Reviewed  Reviewed  Reviewed |
| Medical Clinic | Laura Mawhinney: LVN from Canada, performed a clinic on behalf of WTH with her medical staff 11/24/17. Their team assisted and treated over 100 patients in Area 17. Two patients received surgery- one for an infected hand from a Voodoo ceremony and the other for lodged bullets and infected femur (Bellevue NGO hospital from Arizona was used). Pictures presented. Lisa presented report with videos and photos from Mawhinney. Since this clinic, Mawhiney has sold all her possessions to move to Port–au-Prince, Haiti and has volunteered to work with WTH. WTH needs to think about how to support her works in the future. Note: 960 patients in 2017 for $13.21 for each patient.  Upcoming mission trip: March 10-18. Have more RNs and other nursing students for the mission team. | Reviewed  Reviewed |
| Fundraising | Winter Raffle: completed 40in TV with profit of $813.  Future fundraiser for March trip: brainstormed ideas. Lisa suggested a vacation package and has already researched it along with prices. Either a 4-day cruise (Carnival summer $1382, fall $1881) or a 3 night stay in Las Vegas ($900) including airfare, raffle winners choice. | Reviewed  Jenny makes a motion to purchase this summer package for Julie seconds.  Lisa motions to purchase summer 4 day cruise from League City Travel $1400, Jenny seconds.  Lisa motions to task Julie with purchasing raffle tickets for team. Julie seconds and states she will donate her money for this purchase again. |
| Marketing | Website: updated and reviewed.  Giving Tuesday fundraiser: Sarah Keller and Sophie Lu, current UT Dallas public affairs student, raised $1305 for WTH  Proposal: completed, updated,10 submitted.  Dr. Paul Osteen: Lisa and Julie met with Dr. Paul Osteen and stated at the M3 conference Feb 23 & 24 WTH will have a booth. Osteen gave us contacts of his in Haiti. Dr. Kemp, dentist, works out of a portable clinic and has been to Haiti and Uganda. If it is safe that day, he is willing to come and practice with our team. Communication with Shana Shim continues for booth and contacts with foundations working in Haiti. Mobilizing Medical Missions (M3) is a great networking opportunity Feb 23-24 in Houston, TX. Julie and Sarah are partnering up and meeting Feb 3 & 4, 2018 to discuss M3 conference.  Online fundraising: WTH is now registered with the following online organizations: Fidelity Charitable, Give.org, GivingCompass.org, Google business, Development United (online resources in Haiti).  Newsletter: started with year in review for donors for cover story. | Reviewed  Reviewed  Reviewed  Julie and Sarah are partnering up and meeting Feb 3 & 4, 2018 to discuss M3 conference.  Reviewed  Reviewed |
| ANNOUNCMENTS |  |  |
|  | Welcome Yvette M Poindexter, MD, Chief Medical Officer  Alvin Chamber of Commerce membership tabled from previous meeting |  |
| NEXT MEETING |  |  |
|  | Tuesday February 13, 2018 |  |
| AJOURNMENT |  |  |
| Closed at 8:37PM | Closing prayer by Julie |  |

Minutes recorded by Sarah Keller